



Guidelines for Using Service Animals on Campus

In accordance with the Americans with Disabilities Act (ADA), J. Sargeant Reynolds Community College allows service animals in all College facilities. There may be exceptions in certain areas.

Definitions

1. Service Animal - The ADA defines a service animal as “any animal that is individually trained to do work or perform tasks for the benefit of a person with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals who are hearing impaired to intruders, providing minimal protection or rescue work, pulling a wheelchair for a person, or fetching dropped items.” While service animals traditionally have been dogs, it should be noted that a variety of animals are used as service animals. Some, but not all, service animals wear special collars or harnesses and have licenses, certificates or special identification papers. There is no legal requirement for service animals to be visibly identified or to have documentation.
2. Pet - A pet is a domestic animal kept for pleasure or companionship. Pets are generally not permitted in College facilities.
3. Partner / Owner – A person that uses a service animal

Policy

1. Individuals desiring to use a service animal on campus need to contact the Office of Student Accommodations. Documentation specifying the necessity of the service animal must be provided to OSA. It must be stated that the service animal provides an essential service reducing the substantial limitation(s) created by the disability. In addition, documentation must be provided certifying the individual, or the agency, recommending the accommodation and verifying that the animal meets the definition of a service animal.
2. Individuals using service animals on campus must adhere to the following regarding the care of service animals:
 - a. Provide proof from a licensed veterinarian of the animal’s current vaccinations and evidence of good health must be filed with the Office of Student Accommodations

and updated annually. Dogs must have had a general maintenance vaccination series against rabies, distemper, and parvovirus. Other animals must have had the appropriate vaccination series common to the type of animal. Dogs must wear a vaccination tag.

- b. The partner/owner must be in full control of the service animal at all times. The care and supervision of a service animal is solely the responsibility of the partner/owner.
 - c. Animals must be maintained on a leash, harness, or other type of restraint in College buildings and public areas. However, exceptions are granted when the animal needs to perform a task requiring it to travel beyond the length of the restraint, when the partner/owner is unable to retain an animal on a leash due to a disability, or in an emergency situation.
 - d. The partner/owner is responsible for cleaning up the animal's feces. The service animal is to use designated, marked toileting areas. The partner/owner should carry equipment and bags sufficient to clean up and properly dispose of the animal's feces. Partners/owners who are not physically able to pick up and dispose of feces are responsible for making all necessary arrangements for assistance.
 - e. Partners/owners need to make sure that their animals are kept as clean as possible so as not to interfere with the educational environment. Regular bathing and grooming may be necessary for flea, tick, and odor control.
 - f. Partners/owners are responsible for complying with city and/or county codes and ordinances regarding animals.
3. If a service animal is unruly or disruptive enough to interfere with the educational environment, the partner/owner may be asked to remove the animal from a College facility. If the improper behavior happens repeatedly, College officials may request that the partner/owner refrain from bringing the service animal into any College facility or College common area until significant steps have been taken to mitigate the behavior.

Other Information: Service animal etiquette:

The following provides members of the JSRCC community information on how to interact with partners and their service animals.

- a. Do not pet or touch a service animal. Petting a service animal when it is working distracts the animal from the task at hand.
- b. Do not deliberately startle a service animal.
- c. Do not feed a service animal. The animal may have specific dietary requirements. Unusual food or food at unexpected times may cause the animal to become ill.
- d. Avoid initiating conversations about the student's disability or the service animal. All disabilities are not visible. Be aware that some people do not like to discuss their disability.
- e. A person with a disability who uses a service animal is called partner/owner.

Resources

Richmond Animal Care and Control
1600 Chamberlayne Ave.
Richmond, VA 23222
Phone: (804) 646-5573

Fan Veterinary Clinic
307 North Robinson St.
Richmond, VA 23221
Phone: (804) 358-3779
www.fanvet.myvetonline.com

Henrico County Animal Care and Control
420 Dabbs House Rd.
Richmond, VA 23273
Phone: (804) 652-3360

Goochland County Animal Care and Control
P.O. Box 10
Goochland, VA 23063
Phone: (804) 556-5302

Goochland Animal Clinic
2000 Maidens Rd.
Goochland, VA 23063
Phone: (804) 556-5566